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Form Approved OMB NO. 0704-0188

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Form Approved OMB NO. 0704-0188

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Form Approved OMB NO. 0704-0188

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Form Approved OMB NO. 0704-0188

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Form Approved OMB NO. 0704-0188

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Form Approved OMB NO. 0704-0188

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Form Approved OMB NO. 0704-0188

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Form Approved OMB NO. 0704-0188

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DATE: 11/10/03

TITLE OF CRP: ADVANCED MEASUREMENTS OPTICAL RANGE

DISTRIBUTION ADDRESSEE CODE LIST

1. SEE BELOW MAILING ADDRESSES FOR REPORTS TO U.S. ARMY SPACE AND MISSILE DEFENSE COMMAND. PLEASE USE FOR ALL CODES PRECEEDED BY A HYPHEN IN **BLOCK 14** OF THE **DD FORM 1423**.

COMMANDING GENERAL SMDC-(CODES PRECEEDED BY A HYPHEN) U.S. ARMY SPACE AND MISSILE DEFENSE COMMAND P.O. BOX 1500 HUNTSVILLE, AL 35807-3801

2. MAILING AND/OR MESSAGE ADDRESSES FOR ALL CODES IN BLOCK 14, DD FORM 1423, ARE AS FOLLOWS:

-СМ-СТ	Beverly.Wills@smdc.army.mil
IM-PL	(send to above address listed in 1)
DRC	DRC, Dynamics Research Corporation, 1755 Jefferson Davis Highway, Crystal Square 5, Arlington, VA 22202
DTIC/OCA	tr@dtic.mil (unclassified e-mail only) DTIC/OCA, Defense Tech Information Center, 8725 John J. Kingman Road, Suite 0944, Ft. Belvoir, VA 22060-6218
CODE	ADDRESS

SMDC-CM-CT SHOULD BE ON DISTRIBUTION FOR A COPY OF THE LETTER OF TRANSMITTAL FOR ALL CONTRACT DATA REQUIREMENT LISTS (CDRL) ITEMS UNLESS THE CODE -CM-CT IS LISTED IN BLOCK 14 OF THE DD FORM 1423.

INSTRUCTIONS FOR PREPARATION AND DELIVERY OF DATA AND FOR INTERPRETING DD FORM 1423

- 1. Letter of Transmittal The Letter of Transmittal (coded LT in block 7 of the Contract Data Requirement List (CDRL)) shall be used when transmitting the reports/data items listed in the The data letter transmittal shall reference the CDRL sequence number(s) of the data items. For data requirements which have an "A" coded in CDRL block 8, the LT shall contain a request for written approval from the government. Copies of data designated for delivery to the responsible technical office shall be forwarded by the original LT. Copies of all letters of transmittals (without enclosures unless they are specifically requested) shall be furnished to the USASMDC contractor officer, ATTN: SMDC-CM-CT and also to the administrative contracting officer (ACO) when another government agency is identified at contract award to perform those tasks. The contractor shall also forward a copy of the LTs (with appropriate enclosures) to each data recipient identified in CDRL, Block 14. government's/ contractor's responsibilities for timely processing of such submitted data is identified in Block 16 by the expression "APPROVAL" GXX/CYY" (numbers are inserted in place of XX and YY which represent numbers of calendar days). expression is interpreted as follows: "Government response, e.g., approval/ disapproval/comments will be provided in "XX" calendar days after receipt of the data from the contractor; the contractor will update/revise the data reflecting the government's comments and resubmit with "YY" calendar days of receipt of the government response. When a "No" appears in Block 8, approval is not required.
- 2. Relationship Among CDRL Exhibits A,B, etc. This paragraph applies only if the contract contains multiple CDRL exhibits. The Exhibits correspond to the contract period identified by Contract Line Item Numbers (CLINs) i.e., basic and option(s) in compliance with DFAR 204, 7105-2 and to allow proper allocation of cost to the appropriate contract period. The cost related to updating a non-repetitive document (i.e., Plans) which remain in effect for the entire anticipated contract will be applicable to the period when the updating occurs. The segregation by contract period does not require new document submission that is unrelated and without continuity to the previous period. Repetitive documents submitted in the basic period (i.e., status and cost reports) shall continue to be submitted according to the schedule established, throughout the life of the contract.

INSTRUCTIONS FOR PREPARATION AND DELIVERY
OF DATA AND FOR INTERPRETING DD FORM 1423 (cont'd)

- 3. Applicability of Data Item Description (DID). Only Block 10 of the DID is contractually binding. All other information or instructions contained in the DID should be considered information. Specifically instructions contained in Blocks 6a and 6b should be disregarded since all distribution is specified in Block 14 of the CDRL.
- 4. Acquisition Streamlining. It is the intent that minimum essential requirements be stated in all acquisitions. Where appropriate tailoring has not been applied, the technical office cited in block of 6 of the CDRL should be contracted for guidance. References contained in DID pertaining to electronic media submission is not applicable unless specifically stated in block 16 of one time DID. Hard copy is to be assumed.
- 5. Submission to Technical Libraries (SMDC-IM-PL & DTIC)
 Prepare a Report Documentation Page DD Form 1473, to be included as the first right-hand page after the cover. Only the approved report, where government approval is specified in block 8 of the CDRL, shall be distributed to libraries. Any report forwarded to DTIC shall be accompanied by a completed DTIC Form 50 for notifying the sponsoring agency of the assigned number. This completed DTIC Form 50 shall be addressed as follows.

COMMANDING GENERAL
SMDC-IM-PL
U.S. ARMY SPACE AND MISSILE DEFENSE COMMAND
P.O. BOX 1500
HUNTSVILLE, AL 35807-3801

Blank copies of DTIC Form 50 are supplied by DTIC-FDAC, telephone (202) 274-6837/6807, AUTOVON 284-6837/6803.

6. Complete information for interpreting codes shown on the CDRL is contained in "Procedures for the Acquisition and Management of Technical Data, DoD 5010.12-M". Frequently used codes are as follows:

INSTRUCTIONS FOR PREPARATION AND DELIVERY
OF DATA AND FOR INTERPRETING DD FORM 1423 (cont'd)

DAC Days after contract award MAC Months after contract award EOC End of contract

OTIME One time submission ONE/R One with revision ASREQ As required

7. In those instances in which a DID has been generated to fit a particular requirement, it is assigned a unique identifier code (e.g., OT-xxxx-xxxxx).